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OFFICIAL GAZETTE

GOVERNMENT OF GOA

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No. 2

GOVERNMENT OF GOA

Department of Women & Child Development

Directorate of Women & Child Development

Notification

2-103(181)-2014/DWCD/06381

Subject: Standard Operating Procedure for requisition of security forces at Apna Ghar Children's Shelter Home at Mercedes in emergency situations.

Whereas on several occasions in the past emergency situations requiring emergency police security deployment due to rioting, escapes etc. has arisen. In order to smoothen the process of requisition of Police Security force at the Apna Ghar, Children's Home at Mercedes, in case of any emergency situations such as violence, rioting, including escapes of inmates warranting requisition of security forces in the premises or outside the Apna Ghar in order to bring the situation to normalcy the State Government hereby prescribes the following Standard Operating Procedure (SOP) to be followed by all concerned.

(1) Matrons/Counselor/Caretakers/Security and other officials shall as far as possible make

all possible efforts and try to bring to normalcy the situation which has arisen in the institution.

(2) In case Matrons/Counselor/Caretakers/Security and other officials are unable to restore the normalcy then the Matron Incharge or any other officer shall immediately report the matter to the Deputy Director/SPO, Incharge of Apna Ghar and Director, Women and Child Development.

(3) Matron Incharge or any other officer present shall also call Police helpline 100 or the concerned Police Station and provide information to the Police about the situation and request for assistance verbally over the telephone as well as send communication in writing through FAX/Email/Hand Delivery to the Police at the earliest possible.

(4) Police shall attend to the request based on telephonic request on TOP MOST priority and upon their arrival they shall be permitted entry into Apna Ghar premises by the officials present there immediately.

(5) Police may make use of minimum required force depending on the circumstances to restore normalcy. The Police force shall make all efforts to prevent children by using minimum amount of physical force from inflicting self harm/attacking and

endangering life and safety of other inmates and officials and also prevent damage and destruction of property.

(6) The officials present at the Apna Ghar on duty shall extend all possible co-operation and shall accompany and provide required information and assistance to the Police during their intervention operation so as to bring the situation to normalcy.

(7) The Officer Incharge of the Home shall send a detailed report of the incident to the competent authorities (CWC, JJB) concerned on its next date of sitting and copies of the

same be also sent to Director, Police and Government.

(8) Parents/guardians shall also be informed by the authorities of Apna Ghar if a child has escaped.

This SOP has been issued in consultation with Juvenile Justice Boards and Child Welfare Committees in the State.

By order and in the name of the Governor of Goa.

Vikas S. N. Gaunekar, Director & ex officio Joint Secretary (WCD).

Panaji, 26th May, 2014.

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